



KING COUNTY
ENVIRONMENTAL LABORATORY SCIENTIST I
(TRACE ORGANICS UNIT)
DEPARTMENT OF NATURAL RESOURCES AND PARKS
WATER & LAND RESOURCES DIVISION
Hourly Rate Range: \$22.97 – \$29.12
Job Announcement: 04MK4541
OPEN: 8/23/04 CLOSE: 9/8/04

WHO MAY APPLY: This career service position is open to all qualified King County career service employees, regular exempt employees, current probationary employees who attained career service status in a prior position, term-limited temporaries (TLTs) and true temporary employees.

WHERE TO APPLY: Required forms and materials must be sent to: **Michelle Kobuki, Human Resources, 201 South Jackson, Suite 600, MS: KSC-NR-0600, Seattle, WA 98104** by 4:30 p.m. on the closing date. (Postmarks are NOT ACCEPTED). Contact (206) 296-1935 for questions regarding this announcement. You may download an application from the Internet address at <http://www.metrokc.gov/ohrm/jobs/JobApplications.htm>

FORMS AND MATERIALS REQUIRED: Submit a [King County application form](#), resume, a letter of interest that uses specific examples of past work experience to demonstrate your ability to meet or exceed the requirements, and answers to the attached supplemental questionnaire.

WORK LOCATION: Environmental Laboratory, 322 W. Ewing, Seattle, WA 98119-1597

WORK SCHEDULE: This full-time position is not exempt from the provisions of the Fair Labor Standards Act and is overtime eligible. This position is based on a 40-hour workweek. The typical work schedule is 8:00 a.m. to 5:00 p.m. Monday - Friday. Periodic extended hours and occasional weekend work is required and should be expected.

JOB DESCRIPTION: This is an entry-level classification for conducting environmental laboratory analyses using a variety of complex analytical methods and advanced instrumentation to characterize environmental samples at the King County Environmental Laboratory, Trace Organics Unit. This position performs and interprets a variety of environmental laboratory trace organics analyses using accepted Environmental Protection Agency (EPA) methods. Environmental Laboratory Scientist I incumbents develop their skills and perform a variety of analyses with training and progressively decreasing oversight. Generally, the incumbent can expect to spend two to three years or more learning and performing sample preparation techniques because of the wide variety and complexity of analyses.

PRIMARY JOB FUNCTIONS:

- Perform a wide variety of trace organics analyses and sample preparation using complex instrumentation and accepted EPA methods.
- Perform instrument calibration, routine maintenance and basic troubleshooting on laboratory equipment. Assist in the development and implementation of new methods.
- Utilize computer software to perform calculations on results of laboratory tests. Transfer data into computerized databases to track data and sample analysis progress.

- Perform QA/QC activities to ensure that tests are in control and that quality of data meets project needs. Evaluate quality control results, identify deficiencies and take corrective actions.
- Incorporate certification and other regulatory requirements and amendments into laboratory services with assistance. Write and review standard operating procedures.
- Serve as a technical coordinator on project teams. Order routine laboratory supplies. Receive supplies and document appropriate paperwork.
- Continue education and training in environmental and laboratory science, stay current on regulations and literature.
- Follow safety requirements and guidelines and recognize and correct potential safety hazards.

QUALIFICATIONS:

- A Bachelor's Degree in chemistry or any equivalent combination of education and experience.
- Knowledge of federal, Washington State and local environmental, health and safety regulations.
- Knowledge of EPA and other approved environmental laboratory analytical protocols.
- Skill in operating, maintaining and troubleshooting basic analytical instruments gained while working toward college degree or equivalent.
- Knowledge of relevant principles of inorganic, organic, analytical chemistry, relevant mathematics and statistics.
- Knowledge of basic laboratory equipment and safety procedures.
- Skill in prioritizing work and managing own time and in coordinating with others to facilitate teamwork.
- Skill in applying principles of customer service and continuous quality improvement.
- Skill in working with a diverse work group.
- Communications skills (oral and written, including professional report writing).
- Skill in handling nonroutine situations independently.
- Skill in group problem solving and decision making.
- Ability to participate in group problem solving and decision-making.
- Must be able to perform all of the primary job functions, including the special requirements set forth below.

SPECIAL REQUIREMENT(S):

- Requires coordination of hands and limbs to operate and use delicate laboratory equipment and glassware with accuracy.
- Frequent prolonged standing and occasional to regular lifting of up to 40 pounds, raising and holding heavy bottles above the head, and manipulation of large, bulky materials.
- Requires repetitive motion of hands and wrists and occasional kneeling and stooping.
- Perform chemical analysis testing in a laboratory environment with exposure to noxious fumes, harmful chemicals, biohazards and high volume or high frequency noise and risk of exposure to high voltage, very hot or cold materials, potential explosives, pressurized gas and sharp objects.

DESIRED QUALIFICATIONS:

Experience in sample preparation methodologies for Environmental Trace Organic Chemistry analyses. Direct and recent laboratory experience in an Environmental Trace Organics Laboratory. Ability to perform multiple tasks simultaneously under tight deadlines.

SUPPLEMENTAL QUESTIONS: Answers to the following questions must be completed and submitted with the application. The following questions address important elements of this position and the information you provide will help to determine your eligibility for further consideration. Please limit your response to each question to no more than one page (a total of four pages maximum).

1. Describe your experience and qualifications and why you would be the best candidate for this position. Focus on specific experience you have had performing sample preparation, including maintenance and troubleshooting for organic analyses.
2. The ability to perform multiple tasks simultaneously under pressure is an important ability for this position. Describe any work experience or situations that you have been required to perform under these conditions for extended periods of time.
3. If you do not have a degree in chemistry, please explain why you believe your combination of education and experience can substitute.
4. Were you to be selected for this position, you will be working with a highly diverse, motivated, and technically sharp work unit, describe how your personality and knowledge and skills would fit in this dynamic atmosphere.